CENTRAL VALLEY HEALTH DISTRICT
BOARD MEETING MINUTES
July 20, 2026

The Central Valley Health District Board of Health met at noon on July 20, 2026, in the conference room at Central Valley Health District. Dr. Torrance called the meeting to order at 12:02 p.m.

MEMBERS' PRESENT: Dr. Torrance   Levi Taylor   Bryan Batsch   Dr. Huber   Heidi Larson
MEMBERS ABSENT: Sandy Rivinius
OTHER PRESENT: Kara Falk, Sadie Barnick, Shannon Klatt, Kim Lee, Marcie Bata, Beth Schwartz, Jackson(UJ intern)

INSERVICE: Dr. James Torrance, Recognition of 35 years of service on Board of Health: Dr. Torrance was presented with a plaque in recognition of 35 years of service. The Board and staff thank him.

APPROVAL OF MEETING MINUTES: Board Minutes were reviewed. Bryan Batsch made a motion to approve the minutes, seconded by Levi Taylor. Motion carried.

NARRATIVES: Narrative reports were reviewed.

HEALTH OFFICER REPORT: Dr. Torrance will meet with nursing staff on July 29.

FINANCE COMMITTEE REPORT: Finance Committee did not meet. Will be meeting in the future.

OLD BUSINESS:

1. **Lease of Public Health Space:** Kara reported the proposal we submitted for the lease space buyout was declined. There are 15 months left on the current lease at just under $40,000.00. A possible proposal is to buy out the lease at 50% and find a sub-leaser. Kara will keep Board appraised on actions taken.

NEW BUSINESS:

1. **Acceptance of resignation of Roland Londe:** Roland Londe resigned his position as Environmental Health Specialist. The position was opened but at this time Hannah Barnick, who is the Admin Assistant has taken training and was interviewed this morning for a Food Specialist role. Hannah has accepted an offer and will move roles. The Environmental Health Specialist role will be eliminated along with the Administrative Assistant role.

2. **Program Review and Contract Approvals:** Several contracts were received as follows: Water Pollution $1250.00; HIV Prevention $10,000.00; PHEP $200,690.00; PHEP All Hazards $6906.00; Women's Way $109,023.00 and RHTP $51,078.84. Board reviewed all programs and contracts. Discussion was held on how to spend down RHTP funding that needs to be done by October 31. Dr. Huber made a motion to approve the contracts as outlined above, seconded by Heidi Larson. Roll call vote: Larson, Taylor, Batsch, Huber and Torrance voted aye. Motion carried.

3. **Approval of Expenditures – May/June 2026:** Expenditures were reviewed. The Audit will start next month. Sadie will bring more information to the Board next month. Bryan Batsch made a motion to

approve Expenditures, seconded by Dr. Huber. Roll call vote: Huber, Torrance, Batsch, Taylor and Larson voted aye. Motion carried.

4. **Approval of Profit and Loss – May/June 2026:** Board reviewed Profit and Loss. Bryan Batsch made a motion to approve, seconded by Levi Taylor. Motion carried.

5. **Approval for Audit Engagement letter Brady Martz:** Heidi Larson made a motion to approve adding this agenda item, seconded by Dr. Huber. Roll call vote: Torrance, Huber, Batsch, Taylor and Larson voted aye. Motion carried. A letter for the Audit Engagement was received and Heidi Larson made a motion to accept the Audit Engagement, seconded by Levi Taylor. Roll call vote: Batsch, Taylor, Larson, Huber and Torrance voted aye.

6. **Review of Board Terms and Board Positions:** Board and Committee positions were reviewed today. Jamestown Public Schools is working on a replacement member for Rob Lech's unexpired term. Nominations were held with no changes other than Levi Taylor to be on the Finance Committee. Heidi Larson made a motion to approve the Board positions as follows: Dr. Torrance-Chairperson/Secretary and Sandy Rivinius-Vice Chairperson. A second was made by Dr. Huber. Motion carried. Dr. Torrance made a motion to approve Heidi Larson as Treasurer, seconded by Dr. Huber. Motion carried. Heidi Larson made a motion to cease nominations, seconded by Dr. Huber. Motion carried.

7. **Strategic Plan**: Kara reported Jackson, UJ Intern, is working on an updated Strategic Plan for CVHD. Board members were sent items to prioritize and the same items will also be brought to CVHD staff. The current Strategic plan ends December 2026. Board will meet on the Strategic Plan at August Board meeting.

8. **Next Meeting:** August 17, 2026, at noon at Central Valley Health

Having no further business, Torrance adjourned the meeting at 12:37 p.m.

Respectfully submitted,
James Torrance, MD
Health Officer